



JEFFERSON LAB EH&S COMMITTEE MEETING

March 7, 2003

9:00 AM - 10:00 AM, A110

ATTENDEES:

JEFFERSON LAB EH&S Committee Members:

James Murphy (Chairman)
Carter Ficklen

Charles Reece
John Kelly

JEFFERSON LAB EH&S Committee Advisors:

Bruce Ullman

Bob May

Other Representatives:

Note: Other representatives, including those listed below, are welcome to attend the meetings.

Linda Even
Sandra Prior

Ed Martin
Bert Manzlak

1. Agenda was accepted without revisions.
2. Electro Static Discharge (ESD) Shoes – Sandra Prior distributed a handout describing the potential problems of wearing ESD shoes under the wrong conditions. Because they offer less protection from shock than standard safety shoes, ESD shoes are not generally recommended for wear by electrical or electronic workers. Because electrical shock is a potential hazard in many situations at JLab, the JEHSOC believes that ESD shoes should not be worn except under special conditions. Therefore the committee recommends that:
 - a. ESD shoes should not be available from the shoe truck unless a supervisor particular requests them on the purchase requisition.
 - b. A safety alert explaining the potential problems with ESD shoes should be developed and sent to all staff.
 - c. Supervisors should ensure that their staff that require safety shoes have the correct shoes and do not use ESD shoes inappropriately.
 - d. Safety wardens should be briefed on the issues associated with ESD shoes.

Action Items:

- **Charlie Reece** will provide safety alert text by March 21, 2003.
- Using the list provided by Danny Lloyd, the **EH&S Officers** will contact staff who have ESD shoes and their supervisors to discuss the issues.
- **Jim Murphy** will discuss the safety alert with Christoph Leemann and ensure that the alert is sent out to all staff.
- **John Kelly** will notify procurement of the need for the additional line item for ESD shoes.
- **John Kelly** has researched the question of whether the ESD shoes that are replaced should be collected and discarded or whether staff can take them home for personal use. He found that according to Danny Lloyd, if an employee has ESD shoes and should not be using them (because of potential electrical hazards),

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there is no problem with the supervisor allowing the shoes to be taken home and used for non-electrical personal protection off the job (e.g. mowing the lawn, etc.).

3. SPCC Training – Linda Even and Bruce Ullman have been working on updating Spill Prevention, Control and Countermeasure (SPCC) training. Due to regulatory changes it has become necessary to modify the current training program for individuals on-site who could be involved in the discharge of oil into the environment.

Division EH&S Officers are asked to supply Linda Even and Bruce Ullman a list of individuals who require this training, and to ask supervisors to update the ITPs of these individuals by March 21, 2003.

Training is to be made available through the JLab web-based training program, or in-person and must be completed by June 30, 2003.

Please review the attached notice for more detailed information.

4. Electrical Safety Training – The overall impression of the recent electrical training course provided by Dr. Lloyd Gordon was very positive. On the first day 177 people attended, and 72 to 102 people attended the various special courses. The sessions were taped for future use. Bruce Ullman is working on getting the slides to incorporate into a web-based training session to be offered Lab-wide.
5. IEEE-IAS Electrical Safety Workshop – Ed Martin and Rick Gonzalez attended this four day workshop on electrical hazards and safety. Ed believes this workshop is particularly effective in describing the serious consequences of electrical accidents and the importance of strengthening the safety culture. He strongly recommends the workshop and will be urging managers to budget funds to send other staff in the future.

Proposal for Initiating Spill Prevention, Control and Countermeasure (SPCC) 2003 and Future Training

Due to regulatory changes affecting the Jefferson Lab Spill Prevention, Control and Countermeasure (SPCC) Plan it has become necessary to modify the current SPCC training program for individuals on-site who could be involved in the discharge of oil into the environment.

Two levels of training have been identified:

1. **Oil Worker SPCC Training [SAF 123]** – to be given initially (~20-30 minutes)
2. **Oil Worker SPCC Update [SAF 123A]** – to be received annually thereafter (~10-20 minutes)

Division EH&S Officers are asked to work with their division's supervisors, SOTRs, advisors/sponsors to generate a list of individuals who require this training. These individuals include:

- Staff and Users** - who are involved in the storage, use, transfer, or transport of oil or oil products; or who respond to oil or petroleum product spills
- Line Managers** - who supervise personnel who are involved in the storage, use, transfer, or transport of oil or oil products, or who respond to oil or petroleum product spills
- EH&S Staff** - involved with oil handling or reviewing related SOPs
- Forklift Operators** – all
- Industrial Gas-Powered Vehicle Operators** –all
- Subcontractors** - who are involved in the storage, use, transfer, or transport of oil or oil products
- SOTRs** -Who sponsor Subcontractors involved in the use or transport of oil or oil products
- Other Individuals** - those who handle any type of oil on a regular or infrequent basis in any quantity that could impact the environment if spilled. This can be as little as one tablespoon of oil or other Fuel Contaminated Product onto any surface that could enter a sink, storm drain, or surface water. (Reference EH&S Manual Appendix 6750-T1)

The EH&S Officers are also asked to send a copy of the list to Linda Even and Bruce Ullman and ensure that the appropriate supervisors, SOTRs, advisor/sponsors update the ITPs of all individuals on the list.

Training will include topics such as: applicable pollution control regulations, the importance of operation and maintenance of equipment to prevent spills, spill response procedures, general information about related Lab SOPs, and applicable lessons learned information.

The definition of oil includes any kind, in any form including, but not limited to: petroleum, fuel oil, vegetable oils, sludge, oil refuse, and oil mixed with wastes other than dredge spoil. [Reference: 40 CFR 112.2]

Plans are in the works to make this SPCC training available so it can be provided in-person or through a JLab web-based training program.

All affected Individuals should have their ITP's updated by March 21, 2003, and SAF 123 training completed by June 30, 2003.